



## International Inner Wheel

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International Social Project Theme



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<sup>th</sup> March 2024

Dear National Representative,

With the IIW Convention in Manchester coming up soon, the following is of great importance if Clubs, Districts or your National Governing Body are involved in either proposing or seconding Proposals, General Motions or Amendments to these. Please check that they are all being represented at the Convention.

These are their responsibilities:

1 The Proposer and Secunder must be ready at the microphones as soon as their item on the Agenda is announced. If they fail to be there, the Proposal/Amendment is taken as withdrawn and will not be voted on. They should plan to meet up before the Business Sessions start to be on the safe side.

2 When the Proposal and Motivation have been read by the Chairman, the Proposer may speak for three minutes to clarify/defend their view. The Secunder may speak for two minutes in support of it.

3 Before doing the above when proposing a Proposal or Amendment, they address the Chair: - Madame President, I am (name...) from (Club and Country...). I wish to present Proposal No. ... as it appears in the Agenda. After the Chairman instructs her to proceed, she presents her proposal. The Secunder simply states: - Madame President, I am (name...) from Club and Country...). I wish to second the Proposal/Amendment. She may then speak for 2 minutes. The Proposer has a right of reply and or closing remarks if it is a long debate. No new items can be brought into the discussion.

4 Any Delegate addresses the Chair the same way and presents herself before debating.

5 More information you'll all find in C&H 2021 pages 26-27 and additional information during the sessions.

Please send this to all involved if you don't have to translate it. If there are any irregularities / questions, please inform HQ.

Best regards and in friendship,

Sissel Michelsen

Constitution Chairman 2023-2024

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